



Presbytery of Boston Council Minutes

July 15, 2021

Attendance:

Voting: Jill Auger, Mark Wells, Jane Wilson, Sarah Hathaway, SuYoung Kim, Ivy Turner, Trina Portillo, Katie Cole

Non-Voting: T. J. DeMarco, Andy Parmelee, Beth Wieman

Convene

The duly elected moderator, Jane Wilson, opened the meeting with prayer via Zoom at 7:00 PM. The moderator declared that a quorum was present.

The council approved the minutes from its last meeting which was held via Zoom on June 17, 2021.

Treasurer's Report

Andy Parmelee

The treasurer submitted the financial reports in advance of the meeting. They are in Appendix A of these minutes. He reported that per capita payments are a little low right now compared to previous years.

Stated Clerk Report

T. J. DeMarco

Whitinsville

The SC received a request from members of the Whitinsville congregation to form an Administrative Commission to help them deal with ongoing conflicts. The SC also received a response from the session and have attached both letters along with this report.

The SC had a preliminary call with Rev. Dr. Susan DeHoff, the interim pastor. She believes that the church has had serious conflict for thirty years. He met with the session on Wednesday July 14 to discuss the process of working with an Administrative Commission and will meet with the congregation on July 25 to answer questions.

The SC reached out to Jeanne Radak, the convener of the Synod Mediation Network to ask if they could help. She told me that this is too big a project for their volunteers and that we should plan to hire someone. It would require a professional mediator or other kind of consultant and that it would cost roughly \$20,000. Jeanne also felt that we should form an AC to assess this situation and empower the AC to hire a consultant on behalf of the Presbytery if needed.

Operating Manual Task Force

The operating manual task force met this month. They are beginning to collect documents. The biggest piece of this project is the COM portion of the manual. The SC submitted a draft of the COM section for the task force and COM to review over the next month.

Docket for September

The Stated Clerk attached the current draft of the September docket for review.

Website Update

Benjamin Chicka, the communications manager submitted a quote for a website update. The proposal would continue the Presbytery's relationship with Simple Website Presence and costs \$2346.

The council **approved** this proposal.

Anti-Racism Task Force

Beth Wieman

The anti-racism task force consisting of Beth Wieman, Desiree Lawson, and Lydia Shiu has met twice. As they begin their work, they had some questions for council. They are numbered below. The council provided answers which are included below in bullet points:

1. What are you hoping this policy would do?
 - How can we look at our policies and practices and dismantle the patriarchy and white supremacy in the structure that we inherited?
 - This has been part of our history since the beginning of the country.
 - It's part of our call to respond to the Matthew 25 initiative and addressing these issues is crucial to moving forward.
 - There have been book studies on anti-racism in the past few years and this is the next natural step for addressing systemic racism within the Presbytery.

2. To develop a policy or strategy, we need to know where we are as a Presbytery in terms of where we are systemically. Would council be willing to participate in an assessment that will help us understand where we are now?
 - Would this include just council or other entities of the Presbytery? Answer from Beth Wieman: It could include other groups as well such as COM, CPM, COR, Nom Com, and Personnel.
 - One member pointed out that we are unaware of many of our prejudices.
 - An assessment should lead to changed procedures. It should address our relationships as well.
 - This needs to something with many parents, no single committee, no single person, or small group lead.
 - The moderator asked the task force to invite council to a meeting to do an assessment.

Moderator's Report

Jane Wilson

The moderator suggested that the Presbytery join an organization called Practical Resource for churches. The cost is \$8.50 per congregation for judicatories. They provide webinars for congregations, and often provide help for small congregations. Once the Presbytery purchases a membership, the webinars are free.

The council **voted** to purchase a membership from Practical Resources for Churches to help support congregations in the Presbytery.

New England Glow Job Description

The group authorized to approve a job description and Jen Slater have agreed to a job description and the next step is to set up compensation.

The council **adopted** the proposed budget for New England Glow located in Appendix B of these minutes. This includes a contribution of \$1,500 from the Presbytery. It also allows for New England Glow to begin raising funds from the Presbytery of Boston.

Update on Peacemaker Program

Trina Portillo

The Presbyterian Mission Agency asked if the Presbytery would consider changing the visiting peacemaker to the Cameroonian peacemaker. The council agreed that this would work well. The international peacemaker from Cameroon is planning to visit, but this could change with travel restrictions.

The Presbytery needs to identify where the peacemaker will stay.
Payment for the program is not owed until two weeks before the visit.

Committee on Ministry

Jill Auger

Paulo Lima invites council members to celebrate the anniversary of the Brazilian congregation in Abingdon. COM will know more after meeting with Paulo in September.

Presbytery Trustees

Thatcher Freeborn (submitted in writing)

As you begin to discuss the process of discernment of the Needham property, Trustees wanted to provide you with a report. It follows below.

Trustees were charged by the Administrative Commission to manage the church property following the dissolution of the congregation, which is in line with our responsibilities. The following actions were taken:

1. A review of existing leases and arrangements to use the property was conducted.
2. The exit of one worshipping community was negotiated and processed.
3. The renewal of a new lease with the Tobin Beaudet School (existing tenant) was conducted. The Trustees negotiated a 20% increase in rent. The new lease is short term – expiring in 2 years. This was intentional, for while a longer term lease (5 or 10 years is customary) would be preferred for economic reasons, we understood that the Presbytery and other parties would be thinking about how the property supports the mission of the greater church. The new lease kept a good tenant, locked in an income stream to cover expenses and potential replacement/repair needs, and afforded the Presbytery time for deliberations.
4. The trustees recommended and Presbytery approved the use of the sanctuary and other areas by Primera Iglesia. Primera Iglesia is now fully moved in and using the sanctuary for worship, pastors office and other Sunday school rooms and meeting spaces. Primera Iglesia pays \$1000 a month as its financial contribution to the property and Trustees are paying and managing all expenses related to the property.
5. Additional users of the space include community groups: a bereavement group, AA, Needham Community Theatre and a meal prep business who uses the kitchen. The building also serves as emergency shelter for the local elementary school adjacent to the church. Trustees are investigating the formality of that arrangement.
6. The building is supervised by the previous building manager, Donald Dick, and Elder in the PCUSA. Trustees are overseeing his work and he reports directly to the Trustees.

Trustees will continue to steward the property in a responsible and thoughtful manner, supporting our PoB congregation using it and working to make sure it is cared for in the best possible way.

Council members noted that it might be helpful to have a physical address for the Presbytery. It may be a good location for meetings and New England Glow gatherings.

Nominating Committee

Sarah Hathaway

Nominating met with the Committee on Representation this month. The purpose was to identify individuals for committee membership. There are a few returning for a second term but there are also many openings. COR provided input. The overall feeling is that this meeting went well. The nominating committee chair met with committee chairs and plan to have a slate of nominees in September.

Mission and Ministry

Katie Cole

Ken Grant has agreed to serve on a clergy stewardship campaign.

Old Business

There was no old business.

Adjourn

The meeting adjourned with prayer at 8:35 PM. The next meeting will be held on August 19, 2021.

Appendix A: Financial Reports

Presbytery of Boston

<i>Per Capita and Mission Budget for 2021</i>		<i>Budget</i>		<i>Actual - June 30, 2021</i>	
<i>I. Per Capita and Mission Resources:</i>	2021	% Budget	2021	% Budget	<i>Balance</i>
1) Member Church Per Capita (Formerly Unified Mission)	\$ 110,554	72.8%	\$ 26,836	24.3%	0.0%
2) Transfer from Trustee Funds - Awards, Grants, Loans (as awarded)		0.0%		0.0%	0.0%
3) Transfer from Trustee Funds to Support Presbytery's Operations	\$ 16,360	10.8%		0.0%	Checking
4) Transfer from Trustee Funds - (5 Yr Rolling Avg of Interest Income)		0.0%		0.0%	Savings
5) YAV Payroll Support		0.0%		0.0%	6/30/21
6) Individual Gifts	\$ 5,000	3.3%	\$ 7,616	152.3%	
7) Unrestricted-Shared Mission	\$ 20,000	13.2%	\$ 15,410	77.1%	
8) Designated/Directed Mission (as gifted)		0.0%	\$ 5,216	0.0%	
9) Presbytery Loose Offering (Collected through IS and IR)		0.0%	\$ 748	0.0%	
10) Unrestricted fundraising/Operational Donations (as awarded)		0.0%		0.0%	
11) Transfer from Trustee - PCN Building Manager and Insurance	\$ 75,892	0.0%	\$ 36,247	0.0%	
RESOURCES Total:	\$ 151,914	100.0%	\$ 92,873	60.6%	
<i>II. Per Capita and Mission Disbursements:</i>	2021	% Budget	2021	% Budget	
A. Congregational Mission Programs	\$ 7,500	5.2%	\$ -	0.0%	<i>01/01/20</i>
1) PCB Shared Mission Programs	\$ 7,500	5.2%		0.0%	Income
2) Shikmah Fellowship - Newark		0.0%		0.0%	Disburse
3) Shikmah Fellowship - Brockton, Marlborough, Waltham		0.0%		0.0%	6/30/21
4) Hartford Street Church		0.0%		0.0%	
5) Christmas Worship for Congregations		0.0%		0.0%	Funds
6) Whitewater Church		0.0%		0.0%	Operating
7) Newton Presbyterian Church - Pull Grant		0.0%		0.0%	Yav Fund
8) Pub Young Adult Volunteers		0.0%		0.0%	Peace Offer
9) Designated - Directed Missions		0.0%		0.0%	FJC
B. Other Mission Programs	\$ 12,500	8.7%	\$ 7,714	61.7%	<i>Youth Tr.</i>
1) Pub Shared Mission Programs	\$ 12,500	8.7%		0.0%	Pentecost
2) PC(USA) Mission Agency		0.0%		0.0%	PC Conf
3) Presbyterian Disaster Assistance - Regional Horizons		0.0%		0.0%	Pastor's Dev
4) Young Adult Volunteers		0.0%		0.0%	Fresh Day
5) Mission to the Congo		0.0%		0.0%	Abbey Hse.
6) Immigration Response Task Force		0.0%		0.0%	CHRA
7) Northeast Ecumenical Stewardship Council		0.0%		0.0%	TTLDev
8) PC(USA) - Youth Connection and Youth Triennium		0.0%		0.0%	PDA
9) Presbytery Loose Offering (Funded by IR) (as received)		0.0%	\$ 748	0.0%	Covid-19
10) Designated/Directed Mission (Funded by IR) (as gifted)		0.0%	\$ 6,966	0.0%	Confirm Con
11) Community Day Care of Waltham		0.0%		0.0%	PEC Fund
12) Grants - Restricted (from Trustee Funds - Funded by IR (as awarded)		0.0%		0.0%	NEClew
C. Presbytery Staff Office and Other Expenses	\$ 89,360	62.5%	\$ 74,515	83.4%	<i>6/30/21</i>
1) Moderator of Presbytery - Expenses	\$ 1,200	0.8%		0.0%	
2) Treasurer - Salary	\$ 21,912	15.3%	\$ 10,506	47.9%	
3) Treasurer - Related Expenses (Office and FICA)	\$ 3,550	2.5%	\$ 1,460	41.1%	
4) Stated Clerk - Salary	\$ 31,182	21.8%	\$ 15,591	50.0%	Other Income
5) Stated Clerk - Related Expenses (FICA, Travel & Office, 401k)	\$ 8,203	5.7%	\$ 3,193	38.9%	Investment
6) Recording Clerk - Stipend		0.0%		0.0%	Grants
7) Audit Expenses	\$ 3,900	2.7%		0.0%	Funds Cn.
8) Insurance Presbyter - Salary and Offset		0.0%		0.0%	Oper. Cn.
9) RP - Retainable Expn (CR, Milage, Meds, Phone) & D&D, Pension		0.0%		0.0%	
10) Insurance and phone services	\$ 6,335	4.4%	\$ 2,309	36.4%	Other Disbur.
11) Communications Coordinator - Salary	\$ 12,000	8.4%	\$ 6,000	50.0%	Funds Deb
12) Communications Coordinator - Related Expn (FICA)	\$ 918	0.6%	\$ 459	50.0%	Adj. & SRA
13) YAV Site Coordinator - Salary		0.0%		0.0%	Oper Deb
14) YAV Site Coordinator - Related Expenses (FICA)		0.0%		0.0%	Grants
15) Pub Web Site Support and Training	\$ 100	0.1%	\$ 339	339.0%	
16) Newham Building Manager	\$ 64,460	0.0%	\$ 32,230	50.0%	
17) Newham Building Manager - Related Expenses (FICA)	\$ 4,904	0.0%	\$ 2,458	50.1%	
D. Presbytery Committees	\$ 7,550	5.3%	\$ 83	1.1%	
1) Presbytery Council/Training and Development	\$ 300	0.2%		0.0%	
2) Committee on Preparation for Ministry	\$ 3,000	2.1%	\$ 42	1.4%	
3) Committee on Ministry	\$ 4,000	2.8%	\$ 42	1.0%	
4) Committee Resources (Pen, COR, Nom)		0.0%		0.0%	
5) Permanent Judicial Commission	\$ 250	0.2%		0.0%	
E. Gift and Special Per Capita and Constitutional Expenses	\$ 26,100	18.3%	\$ 25,618	98.2%	
1) Constitutional Support to General Assembly and The Synod of the NE	\$ 26,100	18.3%	\$ 25,618	98.2%	
2) PCB - General Assembly 2022 Expenses		0.0%		0.0%	
DISBURSEMENTS Total:	\$ 142,950	100.0%	\$ 107,590	75.3%	
Surplus (Deficit)	\$ 8,964		\$ (7,887)		

Presbytery of Boston - Board of Trustees Funds
Annual - June 30, 2021

<u>Restricted Cash, Investments and Loans</u>	<u>Market Value</u>
Cash	\$ 41,982.44
Savings	\$ 103,780.84
FILP Investment - Mission Money Fund, 24 and 36 month Fixed Note	\$ 255,000.00
(Note: \$200,000 from the EBF-Cont. Edu. fund principal balance and \$55,000 from The Lynn Reviv. Fid-Minimum Permanent Fund)	
Charles Schwab & Co., Inc. (Cost Value - \$ 650,000)	
Investments Long	\$ 1,446,222.95
Cash	\$ 8.08
Operating Loans	\$ 12,086.79
Worcester - \$ 6,576.89	
Somerville - \$ 5,509.90	
Investment Loans	
BCLP	\$ 25,000.00
	<u>\$ 1,924,081.10</u>

<u>Restricted Funds</u>	
Trustee Fund - Loans to Churches	\$ 12,086.79
Trustee Fund - Restricted Operating	\$ 258,549.89
Kennard Fund - Regular	\$ 5,704.33
Kennard Fund - Special	\$ 1,671.33
Presbytery Congregational Development Fund	\$ 37,023.97
Minister's Emergency Fund	\$ 42,053.92
John Chisholm Fund	\$ 27,195.82
The Robie Fund (\$ 40,000 minimum permanent fund)	\$ 63,995.27
The Lynn Redevelopment Fund (\$ 174,545 minimum permanent fund)	\$ 333,302.51
Roxbury Presbyterian Church Reserve Fund	\$ -
East Boston Funds	
Continuing Education (\$ 200,000 minimum permanent fund)	\$ 316,547.13
Equity Sharing	\$ 370,732.82
Missions	\$ 120,580.51
Elizabeth Peabody Fund	\$ 12,265.48
Fl. Square Fund	\$ 61,347.27
Northam Fund	\$ 50,907.60
Trustee Held Deposits	\$ 19,800.00
Undistributed Annual Income	\$ 2,175.57
Change in Value of Investments (decrease in value distributed 12-31-18)	\$ 149,238.71
Agnes Young Fund	\$ 38,952.18
	<u>\$ 1,924,081.10</u>

Mission Statement of the Presbytery of Boston

As we seek to be faithful witnesses to Christ in loving service together, the Presbytery of Boston will support the "Ones! Ends of the Church" by:

- 1) Strengthening and growing the congregations of the presbytery by providing guidance and resources for their ministries and by encouraging partnerships.
- 2) Engaging in presbytery-unifying activities of peace, justice and kindness, evangelism and witness.
- 3) Providing pastoral care for ministers and their families.

Appendix B: New England Glow Budget

New England Glow Regional Youth Ministry		
May 1, 2021-Dec. 31, 2021		
Expenses		
Communication/Connection		
Website & Domain Name		\$50
Zoom Subscription		\$150
Other Communication expenses		\$100
Communication/Connection Subtotal:		\$300
Events		
Movies, online games		\$400
Music		\$600
Other Supplies		\$500
Honoraria		\$800
Events Subtotal:		\$2,300
Retreat		
Camp Rental		\$1,750
Food		\$750
Supplies		\$500
Retreat Subtotal:		\$3,000
Travel/Mileage		
Staff travel to churches/events		\$224
\$0.56/mi, 400 miles		
Travel Subtotal:		\$224
Staffing		
Coordinator		\$10,500
12 hrs/wk @ \$25/hr		
Staffing Subtotal:		\$10,500
Total Expenses:		\$16,324
*Note: Glow Regional Youth Ministry was formed in the summer of 2020 and has		

Comments

May 1-Dec. 31 2021

New England Glow Regional Youth Ministry		
January 1 to December 31		
Expenses		
Communication/Connection		

Website & Domain Name		\$75
Zoom Subscription		\$150
Other Communication expenses		\$200
Communication/Connection Subtotal:		\$425
Events		
Movies, online games		\$300
Music		\$600
Other Supplies		\$600
Honoraria		\$800
Events Subtotal:		\$2,300
Retreat		
Camp Rental		\$1,750
Food		\$850
Supplies		\$600
Retreat Subtotal:		\$3,200
Travel/Mileage		
Staff travel to churches/events		\$224
\$0.56/mi, 400 miles		
Travel Subtotal:		\$224
Staffing		
Coordinator		\$19,500
15 hrs/wk @ \$25/hr		
Staffing Subtotal:		\$19,500
Total Expenses:		\$25,649

Comments

2022

Inistry Budget	
021*	
Income	
Presbytery Contribu/ons	
Presbytery of Boston	\$1,500
Presbytery of Northern New England	\$1,500
Presbytery Contribu/on Subtotal:	\$3,000
Local Church Support	
12 churches at \$100/each	\$1,200
Financial oversight	in kind
Facilities Use	in kind
Supplies	in kind
Local Church Subtotal:	\$1,200
Retreat	
Registration (20 campers at \$75/each)	\$1,500
Fundraising for scholarships	\$500
Retreat Subtotal:	\$2,000
Synod Network Funding	\$ 10,000
Total Income:	\$16,200
s been running enMrely on volutneers and donatMons in kind.	

Inistry Budget	
l, 2022	
Income	
Presbytery Contribu/ons	

Presbytery of Boston	\$2,500
Presbytery of Northern New England	\$2,500
Presbytery Contribu/on Subtotal:	\$5,000
Local Church Support	
15 churches at \$100/each	\$1,500
Financial oversight	in kind
Facilities Use	in kind
Supplies	in kind
Local Church Subtotal:	\$1,500
Individual Giving	
5 donors @\$100, 10 donors at \$50, 15 donors @ \$25	\$1,375
Retreat	
Registration (30 campers at \$75/each)	\$2,250
Fundraising for scholarships	\$750
Retreat Subtotal:	\$3,000
Synod Network Funding	\$ 15,000
Total Income:	\$25,875

